

**Minutes of Meeting
BOARD FOR CONTRACTORS
INFORMAL FACT-FINDING CONFERENCES
July 7, 2009 (9:00 a.m.)**

The Board for Contractors convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Jack E. Miller, Board member, presided. No other Board members were present.

Caroline Pruett and Dean Weston Ricks appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Tammie M. Brown, CCR, and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case

Lic = Licensing Application

RF = Recovery Fund Claim

Trades = Tradesmen Disciplinary Case/Application

C = Complainant/Claimant

A = Applicant

R = Respondent/Regulant

W = Witness

Atty = Attorney

Participants

1. Robert Mitchell & Teesa Marie Heflin
t/a RMH Builders
File Number 2009-02097 (Disc)
NO DECISION MADE

None

2. Tuggle Masonry Inc.
File Number 2009-01188 (Disc)
NO DECISION MADE

Sonja Shepherd - C

3. Tu Van Phung
t/a Phung Construction
File Number 2009-01974 (Disc.)
NO DECISION MADE

Phung – R
Mattie McKnight - C
S. Smith - W
Scott Hagerty – W
Melissa Smarr - W

4. Bryan T. Anderson
File Number 2009-04175 (Disc.)
NO DECISION MADE

None

The meeting adjourned at 1:15 p.m.

BOARD FOR CONTRACTORS



Robert M. Kirby, Chairman



Jay DeBoer, Secretary

COPY TESTE:

Custodian of Records

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Jack Miller
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors
(Name of Board)
4. Meeting/IFF Date: July 7, 2009
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

☐ I am able to participate in this transaction fairly, objectively, and in the public interest.

or

☐ I did not participate in the transaction.

6. ☒ I do not have a personal interest in any transactions taken at this meeting.

Jack Miller
Signature

July 7, 2009
Date